



Construction Specifications Institute® Grand Rapids Chapter



2014 - 2015 Academic Year Scholarship Application Instructions

1. YOU ARE ELIGIBLE IF....

- A. You are currently or will be enrolled full-time in the 2013-2014 academic year in an accredited college, university or trade school within the State of Michigan with a current minimum 3.0 GPA.
- B. You are or will be pursuing course of study directly related to the construction industry i.e., Architecture, Engineering, Electrical, Mechanical, Construction Management/Technology, Facilities Maintenance....

2. AWARD PROCESS

- A. The Grand Rapids Chapter CSI Academic Affairs Committee will review the applications and select the recipients. Their decision will be made based on the following criteria:
 - 1. Scholastic ability of applicant.
 - 2. References presented by the applicant.
 - 3. Financial need.
 - 4. How applicant will benefit from receiving this scholarship.
 - 5. The applicant or family member is a member of CSI; not mandatory but will be considered in final determination.
- B. The actual dollar amount of the award will be determined by the Committee and based on available funds.
- C. Successful recipients and school advisors will be notified of awards by May 16, 2014. The awards will be presented at the CSI Scholarship Golf Outing on June, 2014.
- D. The awards will be made payable jointly to the recipient and recipient's academic institution.

3. SUBMITTAL INSTRUCTIONS

- A. Your completed application must include the following:
 - 1. A completed Scholarship Application form, copies of transcripts and your attachments.
 - 2. Three references, one must be from an educational advisor and two other references from other educational advisor(s), employer(s), volunteer organization(s), family or friends. Your references must arrive separate from your application.
 - 3. Write one page about yourself, your future and need for financial assistance.
- B. You are encouraged to include additional information to support your scholarship application. (These are optional and must be received before the application deadline.):
 - 1. Additional Individual letters of reference.
 - 2. Photocopies of awards you received with name and phone number of a person who can verify the award written on back.
 - 3. Photocopies or other documents certifying your membership in the student affiliate of various professional organizations or past participation with CSI. Include your current membership expiration.
- C. The Grand Rapids Chapter CSI Academic Affairs Committee must receive your application no later than midnight on April 18, 2014. References must also arrive by this date. Return application before the deadline to:

Grand Rapids Chapter CSI
Attention: Scholarship Selection Committee
P.O. Box 2826
Grand Rapids, MI 49501
(See the CSI Grand Rapids Web site for Application Forms)



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APPLICATION

(ALL INFORMATION WILL BE KEPT COMPLETELY CONFIDENTIAL)

Name: _____
(Last) (First) (Initial)

School Address: _____

Home Address: _____

Phone No. at School: _____ at Home: _____

Date of Birth: _____ Marital Status: _____

Siblings Living at Home: _____ No. Children/Dependents: _____

Email address: _____

ACADEMIC EXPERIENCE

List prior academic experience:

College: _____ Dates: _____ Major: _____

_____ Dates: _____ Major: _____

High School _____ Dates: _____ Major: _____

Other: _____ Dates: _____ Major: _____

Current enrollment information:

Academic Institution: _____ Full-time

Course of study: Degree /Trade/Apprenticeship Program
_____ Expected graduation/completion date: _____

Grade point average: _____ as of _____ based on 6 5 4 3 point scale.

Current No. of credit hours enrolled in: _____ this quarter/semester _____

CURRENT EMPLOYMENT/VOLUNTEER PROGRAM

(Complete if working/volunteering during academic year)

Employer: _____ Supervisor: _____

Address: _____ Phone: _____

Number of hours employed per week during the academic year: _____

Salary: _____ Duties: _____



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FINANCIAL

List your current academic costs. Describe the fee basis, such as hours or major:

Basic Tuition: _____ \$ _____

Educational Fees: _____ \$ _____

Institutional Fees: _____ \$ _____

Books: _____ \$ _____

Other: _____ \$ _____

Total Non-Living Expenses \$ _____

List your current financing sources:

What percentage of your college expenses is being paid for by:

Yourself _____ Parent(s) _____ Other _____
(scholarships, grants, loans, etc.)

Describe your "other" sources briefly. Include amount, how often and how long available.

TYPE	AMOUNT	DURATION
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____

Your family's financial picture:

Spouse's occupation: _____ Salary: _____
 Employer's name and city: _____

Father's occupation: _____ Salary: _____
 Employer's name and city: _____

Mother's occupation: _____ Salary: _____
 Employer's name and city: _____

Including yourself, how many members of your immediate family will be in college next year, full or part-time?

Siblings _____ Dependents _____



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REFERENCE FORM

Applicant: Fill in this top section and give this form to your Reference.

Applicant's Name: _____

Name of Advisor: _____

Academic Institution: _____

Address: _____ Phone: _____

Reference: Fill in this section, or if you prefer, write a separate letter and attach it to this form.

How long and under what conditions have you known this applicant?

Please provide information on the applicant's personal responsibility, dependability, and leadership capabilities.

Please provide information on applicant's academic record, and personality.

I recommend this applicant: **strongly** **willingly** **reservedly** **do not** (circle one)

Signature: _____ Date: _____

ALL INFORMATION WILL REMAIN COMPLETELY CONFIDENTIAL.

MUST BE RECEIVED BY APRIL 18, 2011

Mail to: Grand Rapids Chapter CSI
Attention: Scholarship Selection Committee
P.O. Box 2826
Grand Rapids, MI 49501